

ADMINISTRATIVE-INTERNAL USE ONLY

NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

NPIC NOTICE  
NO. 1-19

ORGANIZATION  
10 January 1980

NPIC CONTROL BOARD

1. PURPOSE

Effective 7 January 1980, the NPIC Control Board (NCB) is established. The NCB will provide senior management with a structured, formal mechanism for reviewing, approving and controlling current and projected activities affecting NPIC's national responsibilities; for assuring coordinated Center positions and for insuring management review and approval of changes to major NPIC activities.

2. ORGANIZATION

The NPIC Control Board will be composed of the following:

Chairman	Director, NPIC
Vice Chairman	Deputy Director, NPIC
Members	Executive Officer, NPIC
	Chief, CIG, NPIC
	Chief, IEG, NPIC
	Chief, PEG, NPIC
	Chief, PSG, NPIC
	Chief, TSG, NPIC
	Chief, SS, NPIC
Executive Secretary	Chief, NCB Secretariat, CIG

In the absence of the Chairman and Vice Chairman, the Chief, CIG, will serve as Acting Chairman.

3. PROCEDURES

a. The NCB will meet on a regularly scheduled basis. Special meetings may be called as determined by the Chairman.

b. The agenda for each meeting will be prepared and disseminated in advance by the Executive Secretary.

c. The regular meeting agenda will include a review of the Center Master Schedule, a review of the Milestones Report, and a review of assigned action items.

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d. Meeting agendas may include one or more reports by assigned Project Managers on the status of their projects.

#### 4. FUNCTIONS

The NPIC Control Board will be responsible for the execution and performance of the following functions:

- a. Identify, review, evaluate and approve new Center projects.
- b. Monitor the progress of all controlled Center projects and evaluate them for continuation/cancellation.
- c. Review and approve coordinated Center positions on subjects of common concern.
- d. Review and approve requests for change to the documents/data for hardware, software and procedures which define the NPIC functional performance, test and operational requirements.
- e. Identify and eliminate duplications and/or gaps in NPIC activities.
- f. Provide direction for problem area corrective actions.

  
R. P. HAZZARD  
Director

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